



Republic of Serbia  
Belgrade, September 8, 2006

To: Prospective Offerors

Subject: Solicitation number S-SR100-06-Q-1726

The Embassy of the United States of America invites you to submit a quotation for the monthly maintenance of elevators in the American Embassy Belgrade.

The Embassy intends to conduct a pre-quotation conference at the site, and all prospective quoters are welcome to attend. See Section 3 (page 31) of the attached Request for Quotations (RFQ) for information on how to register for the conference.

Your quotation must be submitted in a sealed envelope marked "Quotation S-SR100-06-Q-1726 Enclosed" to the Contracting Officer, American Embassy, Kneza Milosa 50, 11000 Belgrade, Serbia & Montenegro on or before 12:00 noon on September 22, 2006. No quotation will be accepted after this time.

In order for a quotation to be considered, you must also complete and submit the following:

1. SF-1449 Blocks 17a, 30a, 30b and 30c,
2. Section 1, Block 2, Pricing
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 4, Evaluation Factors.

Direct any questions regarding this solicitation to Zoran Djordjevic by fax or by telephone (tel: +381-11/306-4945, fax +381-11/361-5916) during regular business hours.

Sincerely,

*Valeria Kayatin*  
Valeria Kayatin  
Contracting Officer